Ministry of Labour

Annual Report 1984/85

abour Relations Programs Employment
tion Advisory Services Construction Ind
liation Services Safety Engineering Serv
Elevating Devices Gas Safety Electric
grams Boiler and Pressure Vessel Safety
ployment Training Apprenticeship Train
Rehabilitation Service Certification and
Journeyman Upgrading and Retrainin
tion Programs Employment Funding Pro
Training Institutions Manpower Advis
ren's Programs Administrative Support
licy and Planning Branch Finance and
Personnel Services Branch Communicatio

BC

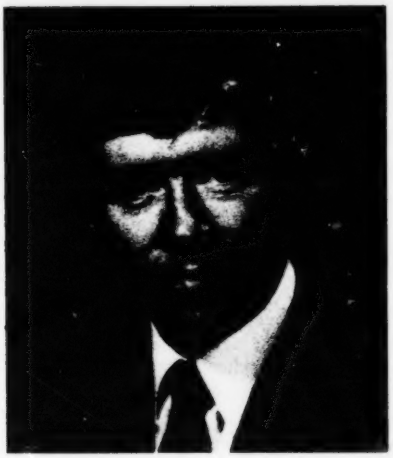
86-04523/

Ministry of Labour

Annual Report 1984/85

Hon. Terry Segarty, Minister

April 1, 1984 to March 31, 1985



To the Honourable Robert G. Rogers
Lieutenant Governor
Province of British Columbia

May it please Your Honour:

The 66th Annual Report for the Ministry of Labour for the fiscal year ending March 31, 1985 is herewith respectfully submitted.

Terry Segarty
Minister of Labour

To the Honourable Terry Segarty
Minister of Labour
Province of British Columbia

Sir:

I have the honour to submit herewith the Annual Report of the activities of the Ministry of Labour for the fiscal year ending March 31, 1985.

Graham Leslie
Deputy Minister

Table of Contents

Labour Relations Programs 5
- Employment Standards Branch..... 5
- Mediation Services..... 8
- Compensation Advisory Services..... 9
- Construction Industry Coordinator..... 12

Safety Engineering Services Division 13
- Boiler and Pressure Vessel Safety Branch..... 14
- Electrical Safety Branch..... 16
- Elevating Devices Safety Branch..... 19
- Gas Safety Branch..... 20
- Occupational Environment Branch..... 22

Apprenticeship and Employment Training Programs 23
- Apprenticeship Training Program..... 23
- Certification and Registration..... 26
- Journeyman Upgrading and Retraining Program..... 28
- Employment Funding Programs..... 30
- Job Creation Programs..... 32
- Private Training Institutions..... 34
- Manpower Advisory Service..... 35
- Provincial Coordination of Vocational Rehabilitation..... 36
- Vocational Rehabilitation Services..... 38

Women's Programs 41

Administrative Support Services 45
- Finance and Administration..... 45
- Policy and Planning Branch..... 53
- Personnel Services Branch..... 56
- Communication Services Branch..... 57

* The B.C. Council of Human Rights annual report is now published under separate cover.

List of Tables

Table 1 - Statistics, Employment Standards Branch
April 1, 1984 to March 31, 1985 7

Table 2 - Analysis of Mediation Services
April 1, 1984 to March 31, 1985 9

Table 3 - Workers' Advisory
Statistical Summary of Activities 11

Table 4 - Boiler and Pressure Vessel Safety Branch
Statistical Summary of Activities 15

Table 5 - Electrical Safety Branch
Statistical Summary of Activities 18

Table 6 - Elevating Devices Safety Branch
Statistical Summary of Activities 20

Table 7 - Gas Safety Branch
Statistical Summary of Activities 21

Table 8 - Assessment Incentive
Agreement 36

Table 9 - No. of Persons Receiving
Vocational Rehabilitation Services, 1983/84 38

Table 10 - Vocational Rehabilitation Service Agency Funding
April 1, 1984 to March 31, 1985 40

Table 11 - Summary of Revenue by Source
Fiscal year ended March 31, 1985 47

Table 12 - Summary of Expenditures by Appropriations
Fiscal year ended March 31, 1985 48

Table 13 - Comparative Summary
of Actual Revenue by Source 49

Table 14 - Comparative Summary of Actual Expenditures
by Appropriation 50

Bar Graph - Comparison of Actual Expenditures
by Major Group 52

Table 15 - Work Stoppages
in British Columbia 55

Table 16 - B.C. Wage Settlements
by Quarter, 1984 56

Labour Relations Programs

Employment Standards Branch

The objectives of the Employment Standards Branch are:

1. to resolve complaints filed pursuant to the Employment Standards Act in a timely fashion,
2. to provide investigative and mediative services to the Labour Relations Board on matters arising from the Labour Code, including the taking of representative votes,
3. to provide investigative and other services to the Council of Human Rights, and
4. to increase public awareness of the Employment Standards Act.

The Employment Standards Branch derives its legislative authority from the Employment Standards Act, the Labour Code under the direction of the chairman of the Labour Relations Board, and the Human Rights Act under the direction of the chairman of the Council of Human Rights.

The program was established to provide fair and equitable working conditions which includes the manner and frequency for payment of wages and minimum standards affecting wages, hours of work, annual vacations and general holidays.

All employees and employers in the province are potential clients of the branch. Employer and employee clients of the branch are concentrated in the two largest centres, Vancouver and Victoria, and account for about 65 per cent of the assignments processed. However, the same level of service is available through the ministry's regional offices.

The program is delivered primarily by the Industrial Relations Officers (IROs) of the branch assisted by support staff and management. There are 110 allotted full time equivalent staff, of which 63 are designated as IROs, nine management positions and 38 support staff. The staff works out of 14 offices located throughout the province, but are concentrated in the Vancouver and Victoria areas.

During the reporting year, the branch resolved 12,128 assignments and received 11,993 new assignments.

During the 1980s, the priority afforded unpaid wages has been defined by the courts as ranking second to the interest of secured creditors when a bankruptcy occurs. Due to the paramountcy of the federal Bankruptcy Act, a legislative amendment will not address this problem. The branch continues to study alternatives in the form of wage funding and wage insurance.

Due to the value of pro-active educational programs in reducing the incidence of complaints, an objective of the branch is to implement an informational/educational program aimed primarily at two specific target groups - employers and high school students.

An outline of the program is as follows:

Employer Target Group - Current

Continue to develop, promote and distribute Employment Standards Bulletins, continue to provide public speakers on request and foster good employer-employee relations.

Employer Target Group - Future

Conduct information seminars on a province-wide basis, placing emphasis on the need for employer-employee awareness of their rights and responsibilities, compliance with the legislation and the role of the branch as an intermediary.

Student Target Group - Current

As many complaints arise from a lack of knowledge of the minimum standards, the branch has initiated distribution of Employment Standards Bulletins to all high schools. The benefits are anticipated to be two-fold as students of today are the future employees and employers of British Columbia.

Student Target Group - Future

Conduct classroom information sessions in the schools.

Assignments in labour relations have been consistent during the past three years at a figure of about 2,400 assignments per annum.

Officers of the branch assumed the investigation of human rights complaints in the fall of 1983. The initial assignments were exclusively complaints that had been filed under the Human Rights Code. Even though the human rights assignments are now more current, our experience is that they consume approximately seven per cent of total investigative time, even though they represent only three per cent of our case load.

Table 1: Statistics, Employment Standards Branch
April 1, 1984 to March 31, 1985

Wage Recovery	
Number of certificates Issued	1,190
Value of certificates	$7,016,033
Number of orders to pay issued	1,994
Orders to pay reviewed by director	147
Hearings held pursuant to Section 83 and 84	53
Total user fees collected for reviews	$ 31,032
Recovered by litigation	$1,843,837
Recovered by voluntary compliance	$2,872,473
Assignments	11,993
Employment agencies - licences	84
Farm labour contractor licences	55
Child employment permits	
General permits issued	77
Fruit, berry and vegetable industry permits	2,342
Total child employment permits	2,419

Mediation Services

The prime objective of Mediation Services is to assist parties involved in collective bargaining to settle their contract disputes. The legislative authority for the program is derived from Section 69 of the Labour Code which authorizes the Minister of Labour to appoint a mediator at his discretion or where either party to a collective bargaining dispute applies for one to assist them in concluding an agreement.

Where the parties fail to reach an agreement during mediation, the mediator prepares a report on the negotiations for the Minister. After that, the parties may initiate strike or lockout action but the mediator remains available to assist the parties further.

The intent of the legislation is to provide assistance to disputants in collective bargaining with the view of settling all labour disputes within the province with a minimum of lost hours of work. Conciliation and mediation in labour disputes were first established as available options or a legislative requirement within our society in 1907. The Mediation Service helps promote better and more productive labour-management relations in British Columbia.

The assistance of a mediator is also available on an unofficial or informal basis if a dispute has resulted in a strike or lockout. In addition, mediation is provided in labour disputes pursuant to the Public Service Labour Relations Act and the Schools Act.

The clients of the service are trade unions, employers or employer organizations located throughout the province. The program is delivered by individual mediators who develop their mediation techniques from contact with other mediators combined with their own individual approach.

The branch maintains contact with a variety of conciliation and mediation services in Canada and the United States to exchange information on administration, legislation, trends and problems of mutual concern. The branch also provides speakers, panelists and moderators to educational institutions and employer and employee organizations.

In the coming fiscal year, program functions are to be expanded to include "preventive mediation," a program based on the concept that establishing and maintaining a sound relationship between union and management is of paramount importance to their mutual well-being.

Table 2:Analysis of Mediation Services
April 1, 1984 to March 31, 1985

	1984/85	1983/84
Appointments continued from previous year	134	115
Appointments made	216	278
No official appointments	–	10
Total	340	403
Appointments rescinded	17	22
Appointments continuing	84	108
Total appointments completed	239	273
Settlements:		
During term of mediator's appointment	190	208
Following report of the mediator	15	29
No official appointment	6	10
Total settled	211	247
Number of employers involved	237	401
Number of bargaining units involved	235	389
Number of employees involved	25,092	62,227

Compensation Advisory Services

Compensation Advisory Services have been established in British Columbia to assist workers and employers in their dealings with the Workers' Compensation Board (WCB).

Legislative authority for the service is derived from Section 94 of the Workers' Compensation Act. The act establishes the WCB to provide compensation to workers for personal injury or industrial disease arising out of employment. Compensation includes medical aid, wage loss and permanent disability pension. The WCB also provides vocational rehabilitation assistance to injured workers.

As of the end of fiscal 1984/85, the Workers' Compensation Act was expected to be amended by Bill 61, the Workers' Compensation Amendment Act 1985 which establishes a revised appeal structure to address the current backlog of claims appeals.

Workers' Advisers

The Office of the Workers' Adviser provides informed advice to injured workers or their dependents about their entitlement to benefits and about the workings of the WCB. Appeal assistance is provided in cases involving complex legal, medical or important policy issues. Advisers meet with senior WCB officials to resolve matters of mutual concern. In addition, the program provides training seminars to individuals and organizations who represent workers in the appeal process.

Clients of the program include injured workers with WCB claims throughout and outside B.C., their dependents, union representatives and associations with injured members.

Adviser activities include telephone interviews, written advice, assistance and submissions, personal interviews, actual representations at hearings, and training seminars.

While the number of incoming calls has declined slightly, the number of new enquiries for specific duty advice has increased. This trend will likely continue as a result of Bill 61 and changes to internal policies at the WCB. The duty advice system is designed to provide immediate general advice to the general public and has reduced the need to open new files or re-open older files where a brief service is all that is required.

While the number of Board of Review hearings attended has decreased slightly, the number of written submissions to review boards has increased. Both of these areas will increase significantly in the next six months. Submissions to the Commissioners on Appeal and submissions in writing to WCB officers have increased dramatically.

With the anticipated proclamation of Bill 61, we expect increased demands from workers currently caught up in the appeal backlog when their appeals are scheduled and they contact the ministry for assistance. Demand is also expected to increase for advice and interpretation of new policies affecting wage loss benefits and pension entitlement at the WCB.

With the increased demands for service, the branch is exploring the possibility of group workshops with workers having similar types of claims. Bill 61 provides a mechanism to enlarge the advisory service to meet this demand. Regionally-based advisers may also be explored.

Table 3: Workers' Advisory
Statistical Summary of Activities, 1984/85

Incoming calls	18,263
New enquiries	2,488
On-going advice and assistance	
Carried over	583
New files	416
Re-opened	156
Total	1,155
Representations	
Board of Review hearings attended	33
Board of Review submissions	59
Commissioners submissions	74
WCB submissions	67
Total	233

Employers' Adviser

The office of the Employers' Adviser is established under Section 94 of the Workers' Compensation Act. The advisers provide an independent source of advice, assistance and information to employers and employers' associations with respect to workers' compensation legislation, decisions, appeals, policy and related matters.

The majority of assignments deal with claims matters. The advisers prepare written submissions on appeals to the Boards of Review, and to the Commissioners of the Workers' Compensation Board. Personal representation before the WCB or appeal tribunals may be provided to employers who seek assistance on claims of particular complexity or significance.

In addition to claims matters, advisers provide advice and assistance to employers on assessment and health and safety matters.

The office continues to provide an educational service to the employer community through participation in seminars and the provision of guest speakers.

Boards of Review - Workers' Compensation Act

Boards of Review are established under Section 89 and 90 of the Workers' Compensation Act.

The Boards of Review provide an independent appeal agency for the review of decisions of officers of the Workers' Compensation Board (WCB) regarding benefits to workers. Prior to the establishment of these boards, all compensation appeals were handled internally by the WCB.

Each Board of Review is comprised of a chairman, a member with a background associated with labour interests and a member with a background associated with employer interests.

Sixty-five per cent of all appeals are dealt with by way of oral hearing, the balance by way of written submission. All decisions must be in writing.

Clients of the program are workers, their dependents and employers. Client groups are located throughout the province in all industries which are covered under the Workers' Compensation Act.

The large number of appeals has proven to be beyond the capacity of the current Boards of Review and has resulted in a large backlog. Bill 61, the Workers' Compensation Amendment Act 1985, provides for several changes to deal with the backlog. At the end of the reporting period, this legislation had been passed but not brought into force.

Construction Industry Coordinator

The Construction Industry Coordinator is responsible for government-industry liaison and provides advice to government on policy development, assessment of manpower requirements, project forecasting and the development of industrial relations procedures appropriate for this sector of the economy. The coordinator's office serves as a focal point for labour and management in the construction industry, and its success is dependent on regular contact with industry and union leaders.

This program is involved in labour-management relations, training and safety. Its clients are labour and management in the construction industry, with whom it consults on a regular basis.

Safety Engineering Services Division

The Safety Engineering Services Division comprises the Boiler and Pressure Vessel Safety, Electrical Safety, Elevating Devices Safety, Gas Safety and Occupational Environment branches.

Legislative authority for these programs is derived from the Power Engineers, Boiler and Pressure Vessel Safety Act and Regulations, Electrical Safety Act and Regulations, the Elevating Devices Safety Act and Regulations, the Gas Safety Act and Regulations and the Factory Act and Regulations.

The combined intent of the legislation for each of the separate programs is to ensure a safe and healthy living and working environment in British Columbia. Each of the programs was established to reduce the risk of injury and death. The Safety Engineering Services Division was established to coordinate, streamline and improve the delivery of safety programs. The divisional umbrella provides efficiencies by avoiding activity overlap and by providing uniform policies on safety matters and issues.

The clients of these programs include residents and visitors to British Columbia, contractors, manufacturers, municipalities, architects, engineering consultants and various other provincial and federal agencies. The majority of the clients served by the programs live in the Lower Mainland (about 75 per cent).

Division objectives are achieved through four areas:

1. **Education** – to provide education, training programs and technical literature for the trade, industry and general public.
2. **Standards** – to develop safety standards provincially and participate in national standards development for the construction and installation of all types of equipment and systems.
3. **Licensing** – through training programs and examinations to ensure qualification to perform work.
4. **Inspections** – of sites and plans, certification of equipment and appliances and accident investigations.

In future, the division will have to keep up with the increasing amount of new technology in each program area. The approval of drawings and inspections for Expo 86 places an additional demand on resources of the division. The new computerized safety management and revenue system recently installed will require special effort to ensure maximum utility and improved efficiency of divisional operations and service delivery.

Division programs recognize and monitor safety assurance systems and tests by others. These systems ensure that safety factors are maintained and enable staff to maintain the integrity of safety programs in spite of the continuing increase in the number of systems and plants coming within the scope of the programs.

Greater emphasis will be placed on operator and user education to replace reliance for safety on "after the fact" inspections. Such educational and advisory services have assisted the general public, employees and employers in adjusting to rapid technological changes in equipment and systems.

Boiler and Pressure Vessel Safety Branch

The main concern of this branch is to provide a safe environment for the people of British Columbia wherever boilers, pressure vessels, pressure piping systems and refrigeration systems are manufactured or installed.

Its legislative authority for carrying out this function is derived from the Power Engineers, Boiler and Pressure Vessel Safety Act and regulations.

The branch coordinates the certification of power engineers and refrigeration operators, monitors welding procedures and the qualifications of welders, and inspects manufactured vessels and installed pressure containment units.

Clients of the program include pulp and paper industries, chemical plants, petroleum refineries, operators of pressure containment units, manufacturers, consulting engineers, contractors, testing agencies, power engineers, welders, refrigeration mechanics, owners of industrial and public buildings, and codes and standards committees. Client groups are located throughout the province with a higher density in major cities.

Program delivery is effected through: design survey and registration; inspection of installed boilers, pressure vessels, pressure piping and refrigeration systems; monitoring of testing agencies and contractors who install, alter or repair pressure containment units; examination of power engineers, boiler operators and refrigeration operators; seminars, education, codes and standards development.

The branch has nearly achieved its goal of having safety assurance programs in place in all major plants where inventories of pressure containment equipment are practically completed and shared safety responsibilities means are in use.

The numbers of potential hazards eliminated during the course of branch activities have remained fairly constant, as indicated on the table below.

Program delivery is expected to improve during the next year with the application of the new computerized safety management system. The branch is also involved in the Transportation of Dangerous Goods initiative and is reviewing the input on the delivery of the division safety programs.

Table 4: Boiler and Pressure Vessel Safety Branch Statistical Summary of Activities

	1983/84	1984/85
Inspections conducted	8,200	8,500
Work permits issued	745	429
Homeowner permits	–	–
Equipment certified	5,130	5,240
Examinations given	4,067	3,120
Individuals or contractors certified or licensed	4,936	4,200
Investigations conducted	420	844
Plans examined or designs surveyed	709	1,012
Meetings or seminars conducted	1,105	1,087
Written recommendations and reports on defects and hazards (estimate)	1,573	1,241
Fatal and non-fatal injuries and accidents investigated	59	18
Licence suspensions and prosecutions	73	35
Property loss (estimate-millions)	$1,050	$1,210

Electrical Safety Branch

The Electrical Safety Act and regulations are intended to ensure safe living and working conditions relative to the generation, distribution and utilization of electricity in British Columbia.

The program was introduced as a result of accidents and injuries related to the use of electricity and is intended to establish and maintain standards for the installation and manufacture of electrical systems and equipment.

The clients of the program include electrical contractors, electrical manufacturers, homeowners, general industry, commercial property owners, municipalities, electrical utility companies, equipment suppliers and general consumers.

The Electrical Safety Program has the following elements:

1. **Codes and Standards Coordination** - The first step in ensuring electrical safety is to provide workable standards and codes for B.C. conditions. The branch provides input into the formulation of national codes, amends national codes for use in British Columbia, and assists in the correct interpretation of the codes and standards.
2. **Equipment Approval** - The branch approves electrical equipment for use in B.C. This is accomplished easily in most cases through our acceptance of Canadian Standards Association certification and labels. However, a considerable amount of equipment is approved by the branch where the volume to be used is small or the use specialized.
3. **Contractor Certification** - To avoid the need and cost of full inspection of the work of competent contractors, the branch provides for contractors to become certified. The work of certified contractors may then be authorized without inspection at the discretion of the branch.
4. **Education and Information** - To effectively and efficiently ensure electrical safety, the branch provides education and information bulletins for the electrical industry and makes special presentations on new codes, etc. The branch does not discourage homeowner installations and therefore encourages homeowners to take out permits and do the work safely. Education and information reduces the occurence of unsafe work and the need for inspection.
5. **Installation Approvals** - Approval is given by branch safety officers or by municipal authorities where a municipality has been approved to provide inspection services. In either case, the provincial act and regulations apply and approval may be by authorization or inspection.
6. **Advisory Committee** - The Electrical Safety Program is based upon a principle of shared responsibility with the

electrical industry. The advisory committee provides for input from those most directly concerned with and affected by the program. The ministry looks to the committee for input on broad direction.

Changes in the client group have resulted from the continuing growth in the use of electronic devices and electrical appliances of various types. This is combined with rapid technological development in new areas such as security systems, communications and data processing, in which the branch has become increasingly involved.

Additional demands on branch field staff will result in the future from increased residential, commercial and industrial construction, and from adoption of a new electrical code in 1986.

In the next year, the contractor certification process will be reviewed by the Advisory Committee for possible revisions. The equipment approval process will also be examined for possible revisions as more of this work is expected to shift to the Canadian Standards Association. The introduction of an automated revenue and information system will begin to have a positive impact upon the delivery of the program.

As continuing efforts have been made towards improved efficiency, the education and information element of the program has assumed greater importance. A number of new initiatives in this direction are expected to be made which will result in a broader role for the Electrical Safety Officer in addition to the traditional inspection activities.

Table 5: Electrical Safety Branch
Statistical Summary of Activities

	1983/84	1984/85
Inspections Conducted:		
Work permits - contractor	46,617	42,376
- annual	1,090	619
- homeowner	13,218	10,515
Total permits issued	60,925	53,510
Pieces of equipment certified	34,062	33,038
Examinations conducted	745	610
Individual contractors certified *	3,298	2,039
Investigations conducted:		
- fire/accident	207	200
- hazard elimination	1,933	1,956
Plans examined	614	641
Meetings/seminars conducted	110	98
Number of code seminars	35	33
Number of people attending code courses	750	+700
Accident and Fire Investigations:		
Accidents;	1983/84	1984/85
Incidents involving human fatalities	5	1
Incidents involving animal fatalities	-	-
Electrical burns	8	7
Electrical shock and miscellaneous injury	3	6
Failure of equipment (no fire)	8	10
Overhead line contact without injury	1	-
Fires;		
Attributed to human failing	18	13
Attributed to damaged or substandard wiring	48	36
Equipment failure	29	28
Undetermined origin	53	64
Non-electrical causes	33	34
Miscellaneous incidents	1	1
Total	207	200
Number of Disciplinary Actions;		
Prosecutions	9	13
Authorization privilege suspensions	20	27
Permit privilege suspensions	15	35
Total	44	75

* Staggered renewals implemented January, 1985

Elevating Devices Safety Branch

The safe transportation of about three billion riders on British Columbia's 10,000 registered elevating devices annually is the concern of the Elevating Devices Safety Branch.

The Elevating Devices Safety Act and Regulations provide for the regulation and safety of elevating devices, defined as any apparatus or mechanism installed for the purpose of moving persons, material or goods including passenger elevators, freight elevators, dumbwaiters, escalators, moving walks, handicapped lifts, workers hoists, industrial lift platforms and amusement devices.

The new act provides British Columbia with modern legislation for elevating devices safety and establishes wide-ranging public participation and acceptable appeals procedures. It also accommodates the concept of a self-governing industry.

At the turn of the century, British Columbia followed the example of most industrialized countries and introduced, under the Factories Act, an elevator inspection program to protect workers at the workplace. Gradually, and under public pressure to halt an ever-increasing injury rate on elevating devices, the program was expanded to include apartment buildings, department stores and similar buildings.

Current clients of the program include the general public including industry and commerce, architects and engineers, builders and construction workers, manufacturers, suppliers and importers of equipment and various government agencies. The majority of clients are concentrated in urban and industrial centres, although there is a continuing shift from urban to rural centres.

Services are delivered through the licensing of competent contractors, registration of plans, acceptance inspections and licensing of installations, periodical inspection of equipment, safety awareness promotion and accident prevention programs.

During the coming year, there is expected to be continuing emphasis on inspections. Other service delivery changes upcoming include the implementation of new elevating devices safety standards and an active involvement on the safety advisory committee.

The branch will also be concentrating on mass transportation, particularly escalators serving ALRT, handling increased building volume in Vancouver, publishing safety awareness pamphlets, and conducting preliminary work connected with a major industrial complex on Annacis Island.

Table 6: Elevating Devices Safety Branch
Statistical Summary of Activities

	1983/84	1984/85
Regular inspections	11,670	8,240
Testing and acceptances of new equipment	548	378
Incidents investigated	106	122
Complaints investigated	360	255
Directions issued	10,842	6,507
Drawings registered	312	474

Gas Safety Branch

The Gas Safety Branch's mandate is to ensure a safe living and working environment for residents of B.C. in relation to the distribution and use of natural gas, propane and gas mixtures in gas systems and appliances.

Clients of the branch include natural gas and propane utility companies, gas contractors, vehicle conversion shops, gasfitters, municipal gas inspectors, the general public, home owners, vehicle owners, taxi cab companies, architects and engineers.

The branch programs are delivered through four areas: education, standards, licensing and inspections as outlined in the divisional introduction to this section.

With an increasing number of automobile conversions, more conversion shops are coming on stream. The majority of these are located in the Lower Mainland, but numbers are growing in other municipal areas of the province.

Taking over responsibility for propane a few years ago has greatly increased the scope of the branch's work. Demands for its services are now increasingly coming from B.C.Ferries, the Coast Guard, recreational vehicle dealers, the military, provincial training institutes and other non-traditional clients. The growing use of propane in recreational vehicles, houseboats and boats places new demands on our staff through every facet of our programs.

B.C.Ferry's gasification program requires increased time to review designs of ship conversions and will involve staff in the development of a training program for their personnel.

With the steadily increasing scope of work, emphasis will move gradually away from "after the fact" inspections and move toward "before the fact" standards development, safety education and defect prevention. In addition, the principle of shared participation and responsibility with industry will be further developed throughout segments of the gas industry, together with the mechanism to ensure such responsibilities are fulfilled.

Legislation has recently been modified to ensure that motor vehicles powered by gaseous fuels and recreational vehicles are adequately covered. The legislation has also been reviewed to ensure there is adequate flexibility to cope with rapidly changing technology.

The branch will also be:

- preparing a gas safety program for B.C.Ferry Corporation ship operating personnel,
- upgrading and simplifying the examination process for licensing,
- preparing training programs for fire departments in regard to propane, natural gas, compressors and recreational vehicles, and
- preparing of a recreational vehicle gas safety course and licensing procedure.

Table 7: Gas Safety Branch
Statistical Summary of Activities

	1983/84	1984/85
New designs checked	2,950	2,350
Appliances certified	1,875	968
Gas permits issued	24,800	27,326
Inspections conducted	44,850	44,048
Gas fitters examinations	1,025	683
Gas fitter licences issued (new)	726	615
Gas fitter licences issued (renewed)	3,875	3,952
Gas contractor licences issued (new)	200	169
Gas contractor licences issued (renewed)	740	1,100
Home owner licences issued	120	250
Prosecutions	3	5
Licence suspensions	4	2
Gas bonds called	0	0
Meetings conducted	85	105

Table 7: Continued

Special Investigations:		
Explosions	12	13
Fires	17	24
Other incidents	16	17
Fatalities	7	4
Near asphyxiations	8	6
Written recommendations on:		
Defects and hazards (estimate)	2,860	2,708

Occupational Environment Branch

The Occupational Environment Branch is given responsibility for the application and enforcement of the Factory Act, and the Occupational Environment Regulations that establish minimum standards and requirements for a healthy, safe and comfortable working environment. The primary objective of the program is the promotion of improved employee-employer relations, job satisfaction, workplace acceptance and productivity.

Primary activities included the approval of plans for new factories or additions to ensure that the provisions of the legislation are met prior to start of construction and the inspection of existing workplaces to determine if acceptable working conditions are being provided and maintained.

The branch provided training, speakers and printed material to assist clients in understanding legislation affecting them and to promote self-compliance. Lighting workshops, based on the publications "Light, An Aid to Sight," were presented to electrical apprentices at the Pacific Vocational Institute and to various private and public sector groups.

Demand for the branch's booklet "Working with Video Display Terminals - Information for Employers and Employees," remained strong. Numerous requests were received to address interested groups on the health and ergonomic aspects related to working with VDTs and to provide field consultations on new and existing VDT installations.

Apprenticeship and Employment Training Programs

Apprenticeship Training Program

The goal of the Apprenticeship Training Program is to fill the need for skilled tradesmen in B.C. with persons who have received standard training and who have demonstrated acceptable skill, knowledge and proficiency.

The program was established 50 years ago to provide a standard method of training and certifying persons wishing to become tradesmen in skilled trade areas. Today, there are some 180 trades considered apprenticeable, of which 50 include formal technical training classes.

The Apprenticeship Training Program operates under the aegis of the Apprenticeship Act. Under an agreement signed pursuant to the National Training Act, the federal government provides partial reimbursement of expenditures for technical training classes for apprentices, monitoring of apprenticeable situations funded by the federal government and simulated practical work experience. The Act provides for the establishment of a Provincial Apprenticeship Board, defines the duties of the director, lists trades as designated or apprenticeable, provides for the terms of the agreements between employer and apprentice, permits the certification of successful participants within the Apprenticeship Training Program and generally defines the terms under which the program is operated throughout the province.

The program combines technically-oriented, in-school instruction with practical, on-the-job work experience. Both components are standardized through the Ministry of Labour for each apprenticeable trade.

Apprenticeship is a three-party agreement between: the employer, who agrees to provide on-the-job practical work experience and adequate supervision; an apprentice, who agrees to fulfill certain work-related obligations; and the Ministry of Labour, which provides appropriate post-secondary vocational training and counselling services for a specified number of months. The length and nature of this apprenticeship period is determined by the director and the Provincial Apprenticeship Board. Successful completion of the indenture period leads to certification.

Clients of the program can include any individual who recognizes that apprenticeship offers an opportunity to earn a living while learning valuable skills that can lead to a rewarding career, who agrees to attend prescribed technical training, who is intent upon working diligently during the on-the-job portion of training and who enters into an apprenticeship agreement with an employer. Most trades require applicants to have a minimum Grade 10 education, with appropriate mathematics and science courses. Other trades require Grade 12. Potential apprentices unable to meet these eligibility requirements may be asked to write an entrance examination and individual employers may have their own eligibility requirements.

Employers are entitled to hire apprentices under the program if they are able to provide appropriate on the job training, register an apprenticeship agreement with the Ministry of Labour, pay apprentices according to a schedule determined by the Provincial Apprenticeship Board and permit the apprentice to attend prescribed technical training classes. Employers are expected to maintain apprentices as long as work is available.

The Apprenticeship Training Program is delivered through a system of area and regional offices located throughout the province. Counsellor staff meet with prospective and indentured apprentices and their employers to determine the appropriateness of training situations, to arrange for formal agreements, to provide counselling in difficult situations and to monitor the effectiveness of on-the-job practical work experience.

Trade advisory committees comprising representatives of industry in approximately 60 trade areas meet regularly to advise the branch on curriculum, training development, certification standards and promotion of trade employment. The branch's program development section produces revised training materials, including examinations, instructional manuals, curriculum outlines, study guides, skill profile charts and practical training objectives. These must be revised regularly to reflect continuing technological change.

Major policies affecting apprenticeship are determined by the Provincial Apprenticeship Board and the director. Recent technological change and economic recession make it both appropriate and necessary for the branch to consider new methods of program delivery. The economic recession has meant a substantial decline in the number of apprentices currently registered. There is some concern that a sufficient number of trained tradesmen will not be available to fulfill future provincial industry requirements. A major challenge facing the Ministry of Labour, therefore, involves identifying the means to increase the number of apprentices graduating to journeyman status.

In response to its distribution of a report describing the future of apprenticeship, the board is considering proposals which may have some impact on the way apprenticeship training is delivered. However, it is generally acknowledged that the apprenticeship system as it currently operates is a proven method of providing a continuous supply of well-trained skilled tradesmen in the workforce.

One change in delivery may involve formal technical training classes which are now delivered in post-secondary institutions and private trade schools. Some of this training may be redesigned as distance learning packages to make it possible for apprentices to access it through the Knowledge Network or the Open Learning Institute.

The Simulated Practical Work Experience Program was created in response to a concern that a future shortage of skilled journeymen could result from job scarcity and layoffs. The program enables unemployed, previously indentured, apprentices to retain their skills and earn credit towards their indenture period. It continued into the first several months of the 1984/85 fiscal year. At the end of June, 1985, approximately 1,200 apprentices had participated in 62 projects within a 21-month period.

Consideration is being given to initiating pilot projects of simulated practical work experience for graduates of the Training Access (TRAC) Program now in place in post-secondary school institutions. The program would provide basic practical experience to young people already in possession of theoretical knowledge and assist them in entering into apprenticeship.

During the 1984/85 fiscal year, 800 post-secondary vocational training courses provided day or night school technical training for 9,600 apprentices in 50 trade areas.

As of March 31, 1985, there were 11,371 apprentices registered with Apprenticeship Training Programs. A total of 4,128 apprentices graduated to journeyman status during the 1984/85 fiscal year.

Certification and Registration

Tradesmen's Qualification Program
Interprovincial Standards Program
Welder Registration Program

The legislative authority for these programs is the Apprenticeship Act. Under the Act, the Provincial Apprenticeship Board is established and made responsible for determining and issuing directives relating to certification in designated and apprenticeable trades.

The Tradesmen's Qualification Program provides a Certificate of Qualification to tradesmen who have not completed formal apprenticeship. This certificate is awarded after successful completion of an examination in one of 40 trades. In six trades, this certification is compulsory.

The program provides experienced tradesmen with tangible evidence of their skills and knowledge. The examination assures the public and employers that certificate holders are competent in their field.

The Interprovincial Standards Program is designed to encourage the standardization of provincial training and certfication programs, to increase the mobility of journeymen in the construction, maintenance, repair and service trades. Each province and territory has responsibility for setting occupational qualifications and for the training and certification of tradesmen. Because trades training programs are continuously being upgraded to meet the needs of different geographical areas, accreditation of graduating journeymen has resulted in a variety of provincial certification standards across Canada. Today when workers must be mobile, such a difference in standards creates some difficulty for skilled tradesmen whose best employment opportunities may be available outside their own province or territory.

The Welder Registration Program was devised by a welding task force group representing industry which was delegated the task of developing a program that would provide the occupation with province-wide standards in training and qualifications. The program comprises a three-level structured format based on a series of training modules, with a registration process for recording each of the completed levels of training.

Applicants under the Tradesmen's Qualification Program are generally those tradesmen who have not completed a formal apprenticeship but who possess certification from other jurisdictions or who can document sufficient trade experience.

Applicants for Interprovincial Standards Certification are tradesmen who, upon receiving tradesmen's qualification certification, desire the mobility inherent in interprovincial standards which are recognized throughout Canada.

Applicants under the Welder Registration Program are those tradesmen with considerable experience in the welding field who wish to have this experience accredited and who wish to attain a higher level of welding proficiency.

Each year additional trades are included within the Tradesmen's Qualification and Interprovincial Standards programs. As new trades are added, the number of applications increases. In the recent time of economic restraint, unemployed tradesmen have found it more advantageous, and often necessary, to obtain certification.

Applications for certification or registration are accepted by the Ministry of Labour through a system of area and regional offices located throughout the province where counselling staff review applicants' experience and training, schedule and mark examinations and arrange for the preparation of certificates. A fee is charged for each application.

The content of tradesmen's qualification examinations is determined by representatives of industry meeting as trade advisory committees. The content of the interprovincial standards examinations is determined by the senior examination officers of each province and territory meeting together with a federal government coordinating committee.

During the 1984/85 fiscal year, administration of these programs was decentralized from the Burnaby head office of Apprenticeship and Employment Training Programs to a system of area and regional field offices, except in the case of the Welder Registration Program which remains centrally administered.

Tradesmen's qualification examinations were introduced during the 1984/85 fiscal year in automotive painting and refinishing, baking, boatbuilding, commercial transport mechanical repair, lineman and shipfitting.

During the year, 4,509 certificates were issued under the Tradesmen's Qualification Program while 2,524 certificates were

issued to journeyman applicants under the Interprovincial Standards Program.

In addition, the branch issued 477 exemption permits under the former program and registered 7,631 applicants under the Welder Registration Program.

Journeyman Upgrading and Retraining Program

The Journeyman Upgrading and Retraining Program assists in funding courses designed:

- to upgrade the skills, knowledge and proficiency of employed and unemployed persons with particular emphasis on technological change, and
- to assist tradesmen and others in maintaining current skills, increasing the breadth of their knowledge in a particular field (including instruction leading to certification) and providing them with new skills to assist them in competing for new employment.

The legislative authority for the program is contained in the Apprenticeship Act, with the intent to create, promote and regulate the operation of training programs including those that provide upgrading and retraining. The program creates employment opportunities by helping individuals compete effectively for jobs available in the work place.

Funding is made available directly to organizations which can develop and deliver appropriate courses of instruction to persons seeking upgrading or retraining in specific occupations or regions of the province. Although some funding is available regionally, the program is handled centrally by the Burnaby head office of Apprenticeship and Employment Training Programs.

Those taking an upgrading class leading to certification may be tradesmen with years of experience who are seeking some tangible evidence of their proficiency. Others may have been left unemployed by a company closure and now require new skills to compete for different kinds of jobs.

Clients of the program include companies, associations, joint training boards and committees which develop and deliver the courses. Upon review of submissions including information relating to costs,

subject matter, course content, location, anticipated attendance and other factors, approval is given to an organization to mount journeyman upgrading courses. A standard formal contractual agreement is written in which the province agrees to reimburse the organization for a portion of the costs, usually 50 per cent.

Counselling staff situated in head office, together with staff at area and regional offices, monitor the delivery of such courses. Claims are submitted centrally for processing and payment.

In addition, the branch provides funding to the Open Learning Institute for the development and delivery of distance learning packages for upgrading in several major trade areas. Individuals who participate in these programs can access training through television programming and completion of regular assignments which are submitted to tutors for marking. The Ministry of Labour also subsidizes a portion of the tuition fee paid by each participant.

With the probable implementation of a joint federal-provincial journeyman upgrading program in 1985/86, increased emphasis will likely be placed on upgrading and retraining for previously working and now unemployed tradesmen.
The new program, comprising only full-time courses for unemployed tradesmen, will increase the volume of financial expenditure during the 1985/86 fiscal year, although this will be recovered from the federal government.

Should the incidence of company closures increase and employment prospects remain stagnant, the overall number of persons requiring upgrading or retraining may be expected to increase. Long-term unemployment of skilled journeymen will result eventually in a shortage of the skills required both for immediate economic recovery and future provincial economic growth.

With the assistance of employers, unions, joint training boards and committees and other organizations, approximately 250 upgrading or retraining courses, involving an estimated 2,500 participants, at a cost of about $420,000, were sponsored by the Ministry of Labour during the 1984/85 fiscal year.

Employment Funding Programs

Four separate programs operate under the aegis of Employment Funding:

Disabled Persons Training Program
Income Assistance Program
Personal Placement Program
Women's Non-Traditional Employment Program

The Disabled Persons Training Program enables employers to apply for funding to hire and train disabled persons into new or existing positions which will develop work-oriented skills to assist disabled persons in accessing future employment opportunities. The program can also provide funding for work site modifications.

The Income Assistance Program provides funding to employers who are prepared to hire and train welfare clients of the Ministry of Human Resources to enable them to acquire improved work-related skills and habits.

Funds available under the Personal Placement Program create training opportunities within provincial government ministries for disabled and vocationally-disadvantaged persons to gain work experience which will assist them in obtaining future employment.

The Women's Non-traditional Employment Training Program enables employers to apply for funding to hire and train female employees in occupations not normally accessed by female workers.

Each of these programs increases the participants' skills and work experience, and improves their ability to enter into and remain in the workforce, one of the major goals of the ministry.

Clients served by these programs, aside from a concentration in the Lower Mainland due to population volume, are distributed throughout the province. The Personal Placement Program is restricted to the location of provincial ministry offices but employers wishing to apply for funding under any of the other programs are not limited geographically.

The Disabled Persons Training Program and the Women's Non-traditional Employment Program are delivered through a system of area and regional offices located throughout the province where counselling and consultant staff work with employers and prospective trainees to develop, approve and monitor training plans and work experience.

The Income Assistance Program is operated in a similar manner but involves a direct linkage with the Ministry of Human Resources which identifies appropriate clients and assists in the process of applications.

The Personal Placement Program operates from a central location where professional staff assist ministries in creating acceptable training plans, interview prospective trainees, assign clients to specific related placements and monitor the work experience being provided.

As employers exhibit increased interest in hiring and training disabled persons, the amount of funding required under the Disabled Persons Training Program will increase significantly as will the need for increased budgetary allocation to the Personal Placement Program.

With a reduction in the funds available within some federal government programs and the large volume of unemployed persons on the Ministry of Human Resources Welfare Program, the demand for funding under the Income Assistance Program is expected to increase.

Approximately 140 positions, at a cost of $530,000, were created during the 1984/85 fiscal year under the Disabled Persons Training Program.

The Income Assistance Program funded approximately 240 positions, at a cost of $315,000, which were filled by Ministry of Human Resources welfare clients.

The Personal Placement Program created training opportunities for approximately 100 clients, at a cost of $480,000, for disabled and vocationally-disadvantaged persons.

Approximately 130 positions, at a cost of $290,000, were created under the Women's Non-traditional Employment Program.

Under the agreement pursuant to the federal Vocational Rehabilitation of Disabled Persons Act, a portion of the expenditures under the Disabled Persons Training Program and the Personal Placement Program is recoverable by the provincial government.

Job Creation Programs

Job creation programs within the Ministry of Labour comprise two programs: the Jobs for Youth Program and the Student Venture Capital Program

Both of these programs were created to provide youth and students with opportunities to develop skills and obtain experience which will assist them in entering the workforce and to promote the economic recovery of the province by stimulating short-term employment opportunities.

One of the major roles of the Ministry of Labour is to enhance employment opportunities. In each of these job creation programs, the work-related experience increases the participants' skills and knowledge, thereby improving their ability to enter into and remain successfully in the workforce.

The Jobs for Youth Program (JYP) provides wage reimbursement to employers who hire and train youth or students during the summer months. Positions must provide young persons with opportunities to develop skills which will enhance their ability to gain future employment. It is intended that the funding available under this program, generally between the months of April and September, will be used for positions not normally filled by the employer during this time period.

Unemployed persons between 15 and 24 years of age as of the date of their employment under the program and students who have attended an accredited educational institution for at least one semester since the previous October on a full-time basis and who are at least 15 years of age are the clients of JYP.

Substantially increased interest in JYP has been expressed by employers during the past several years. This demand for funding is expected to increase and may be affected by a substantial volume of requests for financial assistance from Expo '86 on-site employers.

JYP is delivered through a system of area and regional offices located throughout the province where counselling staff review, approve and monitor applications, training plans and work experience.

Funding available under the program is allocated to several specific sectors of the provincial economy. These sectors include private sector business, private sector agriculture, tourism, museum and public post-secondary institutions.

Applications must be approved by the Ministry of Labour before employment qualifies for reimbursement under this program. Applications are considered for approval on the basis of their date of receipt by the ministry.

Employees must be paid at least the current minimum wage. The ministry reimburses employers 50 per cent of the wages paid to a maximum $2.50 per hour and a maximum of eight hours per work day. Claims for financial reimbursement under this program are submitted centrally for processing and payment.

The Student Venture Capital Program (SVCP) provides interest-free loans to students who wish to plan, develop and operate their own small businesses during the summer months. Through an agreement between the provincial government and the Royal Bank of Canada, loans were provided interest-free between April 1 and September 30, 1984 to a maximum of $2,000 per individual or partnership business venture.

Under the SVCP, applicants must be at least 15 years of age at the time the loan is issued, with a guarantor required where the applicant has not reached 19 years of age. In addition, applicants must be returning to high school, college or university as full-time students during the subsequent autumn and the business activity, which should be carried out between the months of April and September, must occur within British Columbia.

Applications for loans under the SVCP must include a business plan and cash flow forecast. In local communities, participating Chambers of Commerce and Boards of Trade receive the applications, assess the business proposals, interview the applicant and recommend to the province whether or not the application should be approved.

Subsequent to an application being reviewed by officials of the Ministry of Industry and Small Business Development, the Ministry of Labour gives final approval and provides the Royal Bank of Canada with authority to issue a loan. The Ministry of Labour is responsible for payments of interest and any principle not repaid by the student entrepreneurs.

Consideration of applications, review of business proposals, granting of loans, monitoring of operations and, where necessary, collection procedures are handled centrally by the Burnaby head office of Apprenticeship and Employment Training Programs.

About 7,300 positions, at a cost of $9 million, were created during the 1984/85 fiscal year under the Jobs for Youth Program. The Student Venture Capital Program provided loans to approximately 410 student summer businesses. The total amount of money loaned was about $800,000 during the fiscal year.

Private Training Institutions

Under the Apprenticeship Act, all schools providing job-oriented training must be registered and bonded to ensure that only duly authorized schools provide courses of instruction and to protect the interests of the consumers, in this case, students.

The program is in constant, on-going contact with some 252 private training institutions to monitor standards, promote new techniques, foster a spirit of goodwill and resolve complaints.

Clients include individuals who wish to pursue training in a private facility rather than in a public tax-supported institution. Increasingly, those private training institutions that adhere to high instructional standards will attract students from all parts of the province. The National Training Act endorses the purchase of seats in a private training facility if the standards and costs are competitive with those in a public institution.

A further expansion in the number of private training institutions is foreseen. More and more, students are finding individualized instruction a major attraction in a private training institution.

Computerization, currently underway, will enhance the efficiency of the delivery system by providing accurate and up-to-date information.

Changes are being made to the curriculum for apprentice hairdressers as a result of the withdrawal of funding by the federal government for their training. Now private training institutions will play a dominant role in delivering hairdresser training programs.

During the reporting period, 252 schools offering correspondence or practical courses, or a combination of the two, were registered under the Apprenticeship Act. Of these, 234 were re-registered from the previous fiscal year. Sixty-three new schools were evaluated, recommended to the Director of Apprenticeship and Employment Training

Programs and approved for a certificate of registration. Forty-five schools discontinued operation.

These figures represent a growth of 7.7 per cent in the number of private training institutions. Based on statistics provided by schools for the year ending March 31, 1985, student population exceeded 35,000.

The office administered the Student Financial Assistance Program, awarding 850 students non-repayable grants averaging $112 each on the basis of demonstrated financial need.

Manpower Advisory Service

The Manpower Advisory Service (MAS) was established to function in close consultation with the Industrial Adjustment Program of the Canada Employment and Immigration Commission. The objective is to work cooperatively with industry and labour to mitigate the problems associated with industrial closures and expansions.

The program operates within the general framework of the federal National Training Act and the pursuant training agreement with the province. The agreement delineates the nature and scope of federal and provincial responsibilities in labour market programs and services. The agreement reflects the shared responsibility of the two senior governments and consequently provides for mutual consultation.

MAS helps fulfil the mandate of the ministry by providing a neutral mechanism for joint labour-management consultation in circumstances requiring labour market adjustments and by serving as a conduit for provincial programs and services related to training.

Clients include terminated employees, employees at risk of termination, unions, individual employers, employer and professional associations, business and industry.

The primary method for service delivery is through joint consultative committees comprising representatives from the provincial and federal governments, the employer(s) and the workers. The committees are established under a formal assessment incentive agreement to which the province is a co-signator. New consultative committees are established on an on-going basis as the need arises and at the request of industry or labour.

Due to the continued decline of the primary resource sectors - forestry and mining - there has been an increasing focus on older, displaced workers, the unions which represent them and their employers. Demand will increase for assistance to displaced workers from these industries due to technological intervention and ongoing structural economic change in the provincial economy.

Table 8:Assessment Incentive Agreements

Agreements carried over from 1983/84	77
New Agreements	62
Agreements Completed	28
Active Agreements as of March 31, 1985	111

Provincial Coordination of Vocational Rehabilitation

The Office of the Provincial Coordinator of Vocational Rehabilitation operates under the legislative authority of the federal Vocational Rehabilitation of Disabled Persons (VRDP) Act 1961 and the Vocational Rehabilitation of Disabled Persons (VRDP) Agreement (1983-86) co-signed by the Minister of Health and Welfare and the Provincial Minister of Labour. It also derives part of its authority from the provincial Apprenticeship Act.

Through the federal legislation, the federal government contributes 50 per cent of the costs incurred by the province to provide a comprehensive vocational rehabilitation program for disabled persons. The VRDP Agreement defines vocational rehabilitation services eligible for cost-sharing and clarifies roles and responsibilities for each party. The provincial Apprenticeship Act enables the Ministry of Labour to operate employment and training programs.

The program was established to provide coordination and comprehensive program development throughout government to ensure adequate and appropriate vocational rehabilitation services exist for British Columbians with disabilities. These services include assessment, counselling, provision of aids, education, training, job search/job placement assistance and follow-up services in six ministries in B.C. The Ministry of Labour is the coordinating ministry for B.C.'s $24 million vocational rehabilitation program.

The program coordinates the development and operation of specific initiatives to meet the unique employment and training needs

of persons with disabilities in B.C. to effectively increase the productivity of this group of persons within the labour market. The Office of the Provincial Coordinator also provides leadership and coordination for all provincial negotiations with Health and Welfare Canada regarding the VRDP agreement and operation of B.C.'s vocational rehabilitation program.

The client groups served by the programs are mentally and physically disabled persons, including mentally retarded, mentally ill, learning disabled persons, deaf and blind persons as well as alcohol and drug dependent persons. It is estimated 10-12 per cent of persons of labour force age throughout the province are affected by disabilities.

Advances in medical technology have improved the survival of disabled infants and adults and extended the life expectancy of disabled persons. The complex requirements of more seriously disabled persons have presented new challenges in vocational rehabilitation.

Variations occur from time to time in the representation of various disabilities in the total caseload. For example, at present increased resources are required for young hearing impaired persons as a result of the rubella epidemic which affected the hearing of a number of infants born in B.C. during the early 1960s. These children are now completing secondary school and require vocational rehabilitation services to assist in their transition from school to work. Persons with learning disabilities are increasingly being identified in education facilities and present new challenges in vocational rehabilitation.

Vocational rehabilitation is an inter-disciplinary, inter-ministry program, with services provided through the ministries of Labour, Health, Human Resources, Education, Universities, Science and Communication, with additional interaction with the Ministry of the Attorney General. Services are provided under contract and in cooperation with non-profit and private service agencies as well as through provincial government staff.

Discussions are held on an ongoing basis to improve inter-ministry cooperation and coordination in the delivery of the comprehensive vocational rehabilitation program.

The Office of the Provincial Coordinator has played a lead role in initiating a joint federal-provincial negotiation process for the drafting of the new VRDP Agreement to become effective April 1, 1986. Negotiations will continue through to early 1986.

A report, entitled 'Provincial Vocational Rehabilitation Services and Programs in British Columbia,' identifies all currently active components of the provincial Vocational Rehabilitation Program and discussions have commenced to examine the relationship between ministries in regard to policy, administration and service delivery of the program.

Table 9: No. of persons receiving Vocational Rehabilitation Services, 1984/85

	Mentally Disabled	Physically Disabled	Total
VRS (Labour)	476	1,904	2,380
Health -			
(Mental Health)	29,419		29,419
(Alcohol & Drug)		30,070	30,070
			62,868

Vocational Rehabilitation Service

The Vocational Rehabilitation Service assists working age British Columbians suffering from physical or mental disabilities to attain total or partial economic independence by obtaining and maintaining gainful, suitable employment.

The tools, equipment, training and other services provided enable disabled persons to become independent of public financial support and to participate more effectively in and contribute to society. The service encourages a better understanding of disabled persons within a community or region by providing education and by ensuring that local resources are optimized to provide individualized rehabilitation.

Clients of the program include persons whose mental or physical disability diminishes their opportunity to obtain and retain employment. Priority is given to those disabled persons who have demonstrated financial need, the least ability to access external resources and a realistic potential to benefit from vocational rehabilitation.

The program derives its legislative authority from the Apprenticeship Act. Under an agreement pursuant to the federal Vocational Rehabilitation of Disabled Persons (VRDP) Act, approximately 50 per cent of all expenditures made under this program are recoverable from the federal government.

In the context of the Ministry of Labour's mandate, Vocational Rehabilitation Services creates employment opportunities, specifically for disabled persons, enhancing their ability to compete effectively and more equitably for jobs in the workplace.

Vocationally-oriented rehabilitation services include medical and psychological examinations, vocational assessments, counselling and guidance, the provision of restorative devices, technical aids, minor and major equipment to reduce or remove the effect of a handicap, the coordination of job placement services, on-the-job practical work experience in workshop settings, and the funding of formal training programs related to an employment goal within colleges, universities, private trade schools and institutions specializing in programs designed specifically for disabled persons. These services are delivered through a system of area and regional offices located throughout the province where consultant staff meet with disabled clients, determine appropriate vocational goals, develop training plans which reflect labour market demand, and provide restorative devices where required.

The ministry participates in funding non-profit agencies and organizations which provide services to disabled persons within the community. Aside from providing financial support directly to individual entities, the branch ensures equality of access to vocational rehabilitation services for all eligible disabled persons and reasonable uniformity in the provision of these services. The branch also coordinates the resources already existing in the community and promotes the establishment of community-based programs.

A comprehensive review of services provided by agencies and organizations receiving financial assistance has been implemented. In future, there is likely to be a shift in emphasis from providing funding for salaries to paying on a fee-for-service basis to agencies.

About 2,400 clients received services during the 1984/85 fiscal year while the active caseload is about 1,200 clients at any one time. Close to 200 clients were placed into employment while an additional 400 were also considered to have been successfully rehabilitated. Approximately 700 clients were assigned to vocationally-oriented formal training programs and restorative devices and equipment were provided to 150 clients.

During the 1984/85 fiscal year, $1.6 million was provided for direct client services, a slight increase over the previous year. During the 1985/86 fiscal year, $1.9 million has been budgetted for direct client services.

Direct financial contributions to agencies and organizations providing vocational rehabilitation services comprised $720,000 of the 1984/85 fiscal year. An estimated $860,000 will be expended for this program during the 1985/86 fiscal period.

Table 10: Vocational Rehabilitation Service
Agency Funding - April 1, 1984 to March 31, 1985

Agency	Commitment
Canadian National Institute for the Blind	$ 34,332
Canadian Paraplegic Association	10,000
Goodwill Enterprises for the Handicapped	88,800
Kelowna Community Development Society	35,300
Mann and Simpson Associates	29,364
Mount Pleasant Workshop	24,400
Prince Rupert Community Enrichment Society	15,600
Richmond Opportunity Workshop	18,900
Surrey Rehabilitation Society	39,000
Terrace and District Community Services Society	20,800
Vancouver General Hospital	41,095
Western Institute for the Deaf	329,280
Bill Withers - FOCUS	17,900
Terrace Women's Resource Centre Society	13,000
Total	**$ 717,771**

Women's Programs

Women's Programs was established in 1982 to demonstrate the government's commitment to addressing inequities women face in many areas of life in British Columbia. The program aims to heighten the awareness of women's issues and concerns and to address them with positive policies and programs.

Womens' Programs:

1. provides a focal point within the provincial government for input from employers, counsellors, educators, unions and the general public on issues affecting women;
2. coordinates the development and implementation of government programs and policies to ensure the equal participation of women in the social, economic and political life of British Columbia;
3. ensures that the government, as a major employer, shows leadership in providing equal employment opportunities for women in the public service;
4. represents, through the minister responsible, women's issues at senior levels of government; and
5. generates data and conducts research in support of policy initiatives and provides information on a wide variety of issues affecting women.

In 1984/85, Women's Programs continued to operate two offices: an executive, policy development and research office in Victoria and the Women's Office, which operates as a community outreach office in Vancouver. Both offices report directly to the Deputy Minister for Women's Programs.

Clients of Womens' Programs include women throughout British Columbia as well as women employed in the public service.

The program is delivered by way of research publications and informational materials, peer counselling, liaison with women's groups and educational institutions, personal appearances and speeches by the Deputy Minister and funding of programs and projects, and in cooperation with other ministries in the provincial government. A senior staff person has been appointed within each ministry to provide policy advice and leadership on women's issues.

Community Outreach

In order to improve its accessibility to the public, the Vancouver Women's Office moved from its original office in False

Creek to 601 West Broadway in October, 1984. From its new location, it continues to provide a wide range of services to women, including inter-agency referral, employment and training-related information and advice on career planning. During the period April 1, 1984 to March 31, 1985, 135 women requested and received individualized counselling sessions. Additionally, the resource centre was well utilized by numerous client groups and continued to acquire excellent written and audio-visual resources pertaining to women's issues.

Women's office staff responded to numerous requests to participate as guest speakers, seminar leaders and workshop facilitators at community and educational events. The office also hosted two official delegations of educators and businesswomen from Japan.

In 1984, the Deputy Minister for Women's Programs conducted a series of consultative meetings with community and women's groups throughout British Columbia and continued the process of on-going liaison with educational institutions, employer and employee associations, labour organizations and many individuals.

Grants were awarded to numerous organizations for a variety of projects including the highly-successful Summer Science Workshop for girls aged nine to 12, sponsored by the Society for Canadian Women in Science and Technology.

Several jointly-sponsored projects were started with other ministries, including a series of community programs on women's issues delivered in cooperation with the Justice Institute of B.C.

Public Information

Four issues of the Women's Programs Newsletter were published and distributed to over 15,000 individuals and institutions, including a special Spring 1985 edition that was distributed to all B.C. government employees - one of a series of projects developed to celebrate the conclusion of the United Nations Decade for Women (1976-1985). A comprehensive brochure outlining the Women's Programs mandate and activities was developed and printed. In cooperation with the Ministry of Attorney General, Women's Programs published a kit entitled 'Information Relating to Wife Assault' and also coordinated several seminars for women in the public service on the subject of sexual assault.

Training

"Taking Charge of Your Career", the career development program for women in the B.C. public service, was expanded to all ministries and Women's Programs staff trained additional facilitators. The "Taking Charge" steering committee, which is comprised of representatives from several ministries, met regularly to discuss issues surrounding the program, such as regional delivery, sharing of facilitation between ministries, and follow-up evaluation.

At the request of a variety of conference organizers and community groups, Women's Programs staff acted as resource personnel for workshops and seminars on topics such as assertiveness and women in management.

"Men and Women in Management", a workshop to increase awareness of gender-related issues for male and female managers in the public service, was designed and pilotted.

Women's Programs also delivered information sessions on sexual harassment.

Policy Analysis and Research

The Policy Analysis and Research section began to develop empirical data on women's participation in post-secondary education, on self-employed women, on single parent families, on the status of microtechnology in the public service and on women business owners. A mail-out survey of some 3,000 women business owners was launched in the spring of 1985. At the same time, the Mentorship Program commenced. The program seeks to match high school girls interested in developing business and professional skills with experienced business women who serve as mentors, advisers and role models.

Further research work was undertaken with a view to publishing a brochure on pensions for women and another one on skills identification.

To encourage projects celebrating the conclusion of the United Nations Decade for Women, the Policy Analysis and Research section established an inter-ministry committee which identified several suitable projects. Funding was provided to the Art Gallery of Greater Victoria to mount an exhibition of "B.C. Women Artists 1885-1985", and to the Kaleidoscope Theatre of Victoria to stage a musical entitled "Stepping Out" about the changing role of women. In addition, Women's Programs undertook to coordinate a province-wide competition and exhibition for women photographers entitled "Women in this Decade."

Women's Programs continued to coordinate the activities of the Inter-Ministerial Group on Wife Assault and undertook the coordination of a similar group dealing with the financing of daycare. It sent representatives to Ottawa and Toronto to federal-provincial meetings on wife assault and daycare financing and provided briefing materials on women's issues for the First Ministers' Conference on the Economy which took place in Regina in February, 1985.

The group of advisers to Deputy Minister for Women's Programs Isabel Kelly met regularly to bring to her attention a variety of issues of interest and concern to women. She met with individual advisers and their deputy ministers to discuss women's issues pertaining to their ministry.

In future, Womens' Programs will be focussing more attention on women living in the Interior and in isolated areas of the province.

A decision on a national level to incorporate women's issues into the economic policy process, starting with federal-provincial meetings of first ministers, will require a greater emphasis on developing data on the impact of economic policies on women, and a greater focus on policy work and briefing materials in this area.

Administrative Support Services

Finance and Administration

The Finance and Administration Branch is responsible for the ministry's system of financial administration and the centralized provision of financial, administrative and support services to the ministry.

The legislative authority for the operation of the Finance and Administration Branch is implied in the Financial Administration Act, which is Ministry of Finance legislation. This act provides for proper financial administration in government.

The branch provides overall policy guidance in financial and administrative matters and coordinates the financial planning activities of all ministry programs to enable them to carry out their activities and meet their objectives within the related overall policies and objectives established by Treasury Board and Cabinet.

The branch provides office facilities, payment and purchasing functions for all ministry programs, payroll and travel claim reimbursement to all staff, processing of claims for payments to training employers and liaison between ministry programs and central agencies such as Treasury Board, Purchasing Commission, telecommunications services and Queen's Printer.

The branch authorizes payment of cheque requisitions, approves purchasing requests, coordinates facilities and services, including telephones, office space, photocopiers and document disposal approvals.

During the reporting period, the branch coordinated the consolidations of four separate Vancouver office locations into the new complex at 601 West Broadway, Vancouver and three separate office locations in Vernon into one new facility.

Interface with a new central Ministry of Finance computerized accounting system will probably require modification to existing ministry systems and training of staff in the future. The ministry has started its own development and testing of a computerized accounting system.

The financial statements contained in this annual report have been prepared by management in accordance with the accounting policies adopted by the Province of British Columbia. Management is responsible for the accuracy, integrity and objectivity of the information contained in these statements. Management maintains an extensive system of internal accounting controls to ensure that transactions are completely and accurately recorded on a timely basis, are properly approved and result in reliable financial statements.

These statements are incorporated in the combined financial statements of the province, which are examined by the Auditor General. The Auditor General expresses an opinion as to whether the combined financial statements present fairly the financial position, operating results and changes in financial position of the government of the Province of British Columbia in conformity with the stated accounting policies. This opinion is contained in the Auditor's Report which is included in the Public Accounts presented to the Legislative Assembly. However, at the time of this publication, the audit examination leading to this opinion was not yet complete.

Table 11: Summary of Revenue by Source
Fiscal year ended March 31, 1985

	Estimated	Actual
Safety Engineering		
Boiler inspections fees	$ 800,000	$ 802,068
Electrical inspection fees	3,250,000	2,542,525
Elevator inspection fees	820,000	672,961
Gas inspection fees	1,000,000	1,036,316
Federal/Provincial Share		
Boilers	-	13,140
Electrical	-	-
Elevating	-	5,040
Total - Safety Engineering	$ 5,870,000	$ 5,072,050
Apprenticeship		
Trade schools	21,500	25,924
Tradesmen's qualifications	45,000	35,380
Welders' certificates	45,000	95,400
Duplicate certificates	10,000	2,100
Sundry sales	-	-
Total - Apprenticeship	121,500	158,804
Employment Standards		
Employment agencies	5,600	5,160
Farm licences	4,100	6,700
Review fees	35,400	14,856
Total - Employment Standards	45,100	26,716
Miscellaneous		
Sundry sales	115,600	103,359
TOTAL REVENUE	$ 6,152,200	$ 5,360,929

Table 12: Summary of Expenditures by Appropriations
Fiscal Year ended March 31, 1985

Vote No.- Appropriation	Estimates	Actual
45 - Minister's Office	$ 196,554	$ 195,328
46 - Ministry Operations		
Ministry Management	3,857,185	4,251,430
Women's Programs	610,990	613,280
Labour Relations and Compensation Advisory Services	1,734,791	1,760,610
Employment Standards	4,809,894	4,668,519
Human Rights Programs	692,795	348,240
Safety Engineering Services	11,059,119	10,917,213
Labour Market Programs	31,509,436	25,840,368
Labour Relations Board	3,441,326	3,470,409
Boards of Review (Net of Recoveries)	10	-
Total - Ministry Operations	$57,715,546	$51,870,069
Total Ministry Appropriations and Expenditures	$57,912,100	$52,065,397
Statutory Appropriations		
Human Rights Act (S.C.B.1984 Chp.22, Sec.25)	$ 350,677	$ 350,677
Pulp and Paper Collective Bargaining Assistance Act (S.C.B.1984 Chp.10,Sec.12)	641	641
Total Statutory Appropriations and Expenditures	$ 351,318	$ 351,318
Other Voted Appropriations		
75 - Student Employment Programs	$10,000,000	$ 8,875,844

Table 13: Comparative Summary of Actual Revenue by Source

	1983/84	1984/85
Safety Engineering		
Boiler inspection fees	$ 568,413	$ 802,068
Electrical inspection fees	2,321,659	2,542,525
Elevator inspection fees	506,567	672,961
Gas inspection fees	672,622	1,036,316
Federal/Provincial Share		
Boilers	45,860	13,140
Electrical	63	-
Elevating	10,565	5,040
Total - Safety Engineering	$ 4,125,749	$ 5,072,050
Apprenticeship		
Trade schools	19,690	25,924
Tradesmen's qualifications	32,235	35,380
Welders' certificates	36,156	95,400
Duplicate certificates	1,330	2,100
Sundry sales	25	-
Total - Apprenticeship	$ 89,436	$ 158,804
Employment Standards		
Employment agencies	5,600	5,160
Farm licences	4,100	6,700
Review fees	1,089	14,856
Total - Employment Standards	$ 10,789	$ 26,716
Miscellaneous		
Sundry sales	124,446	103,359
TOTAL REVENUE	$ 4,350,420	$ 5,360,929

Table 14: Comparative Summary of Actual Expenditures by Appropriation

	Vote No.	(1) 1983/84	Vote No.	1984/85
Ministry Expenditures				
Minister's Office	58	$ 177,061	45	$ 195,328
Ministry Operations	59		46	
Ministry Management		4,198,460		4,251,430
Women's Programs		477,070		613,280
Labour Relations and Compensation Advisory Services		1,515,429		1,760,610
Employment Standards		3,830,944		4,668,519
Human Rights Programs		987,196		348,240
Safety Engineering Services		8,557,532		10,917,213
Employment Training Programs and Labour Market Programs		29,528,671		25,840,368
Total - Ministry Operations	59	$49,095,302		
Boards and Agencies	60			
Labour Relations Board		3,044,319		3,470,409
Boards of Review (Net of Recoveries)		-		-
Employment Standards Board		4,943		-
Total - Boards and Agencies	60	$ 3,049,262		
Total - Ministry Operations			46	$51,870,069
Total Ministry Expenditure		$52,321,625		$52,065,397 (2)
Statutory Expenditures				
Human Rights Act		-		350,677
Pulp and Paper Collective Bargaining Assistance Act		-		641
Total Statutory Expenditures		-		$ 351,318

(1) This information is taken from the official Public Accounts of British Columbia for the year ended March 31, 1984 (Reference: Volume 1, pages E 89 through E 92 inclusive) adjusted to reflect the appropriation structure consistent with that in fiscal 1984/85, specifically, the allocation of building occupancy charges to the sub-votes.

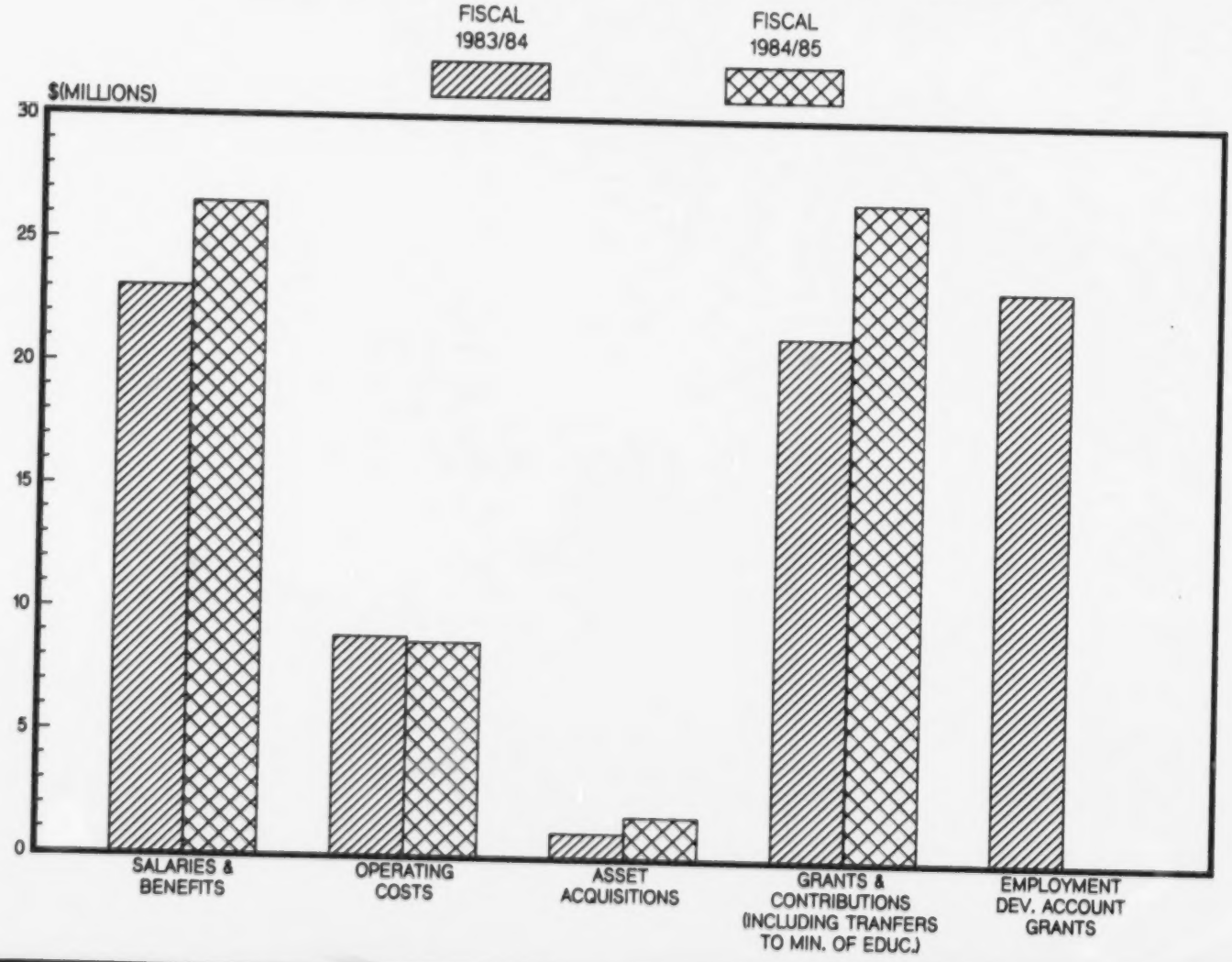
(2) This figure includes telecommunications charges of $741,572 and employee benefits of $4,144,567 for which the ministry became responsible for the first time in fiscal 1984/85.

Table 14 (continued)
Other Expenditures

	1983/84	1984/85
Employment Development Account (3)		
Special Initiatives		
Tourism	579,955	
Museums	252,766	
Farm	1,781,246	
Business	5,576,434	
University/College	1,280,279	
Community Recovery Program	2,021,355	
Unemployed Apprentice Job Training	2,211,380	
New Employment Expansion and Development Program	9,637,761	
Total - Employment Development	23,341,176	
Student Employment Programs		
Tourism		419,515
Museums		304,241
Farm		1,618,591
Business		4,536,059
University/College		1,997,438
Total - Student Employment Programs		8,875,844
Total - Other Expenditures	$ 23,341,176	$ 8,875,844

(3) This information is taken from the official Public Accounts of British Columbia for the year ended March 31, 1984 (Reference: Volume 1, page E135). Special initiatives were designated for programs in various ministries, including the Ministry of Labour. The total appropriation of $40 million was not allocated among the ministries, as shown in the Public Accounts.

COMPARISON OF ACTUAL EXPENDITURES BY MAJOR GROUP ADMINISTERED BY THE MINISTRY OF LABOUR



Policy and Planning Branch

The Policy and Planning Branch functions as a centre of research and policy expertise designed to serve all program areas of the ministry. It provides thorough, accurate and timely policy and research information to the ministry's senior officials. Other functions of the branch involve the provision of program development and evaluation support to line branches, support for negotiating federal-provincial training agreements and advice to the minister on arbitration appointments under Section 95 of the Labour Code.

The branch derives legislative authority from Section 3 of the Ministry of Labour Act, which refers primarily to the collection and dissemination of statistical and other information relating to labour in the province.

The branch contributes significantly to the Ministry of Labour's goals by providing information and analysis of policy and legislative options which address the ministry's three primary areas of activity: industrial relations, the labour market and public and occupational safety. In addition, the branch contributes to ministry support for harmonious and productive labour-management relations through the collection and publication of objective, reliable data on collective bargaining trends in the province.

In addition to senior ministry officials, the branch's main client groups include employers, unions, labour lawyers and academics located across the province. It generates internal reports, briefing papers, and branch publications, such as **Collective Bargaining Information, Negotiated Working Conditions, Calendar of Expiring Collective Agreements** and the **B.C. Labour Directory**, which are available to interested persons on a subscription basis through the Queen's Printer. The branch also responds to written and telephone enquiries from the public.

Inter-ministerial and inter-governmental activities during the fiscal year included development and monitoring of the federal-provincial "Jobs Strategy" initiative, support and representation in the renegotiation of the National Training Act with the federal government, involvement in federal-provincial discussions on manpower, immigration levels and refugees, and representation of the ministry at various federal-provincial meetings of interest to the ministry's mandate, such as the research and statistics committee

of the Canadian Association of Administrators of Labour Legislation.

Routine research support was provided to the Construction Industry Advisory Council and its manpower committee, to the Provincial Apprenticeship Board and the federal-provincial Labour Market Needs Committee.

Work began in this fiscal year to improve the cataloguing and storing of the collective agreements library. This involves automation of the cataloguing system by coding and placing the information on the ministry's mini-computer system.

In addition to involvement in discussions of federal employment programs, branch staff also provided research support for the development of provincial government employment programs such as the Student Venture Capital Program. Evaluations of existing programs were also supplied upon request of senior officials.

The branch houses the ministry's library of over 5,000 titles, plus a collection of journals and government publications related to labour issues. Directed primarily to ministry staff, the library is also available to the public. Major library functions include responsibility for provision of current information awareness and information referral services for ministry staff, centralized publications ordering and accounts payable, provision of standardized cataloguing services, inter-library loans and reference services for outside users.

Table 15: Work Stoppages in British Columbia

	Stoppages			B.C. Workers Directly Involved			Duration in Worker Days		
	1982	1983	1984	1982	1983	1984	1982	1983	1984
Total - all industries(a)	57	88	56	79,465	115,552	31,786	1,029,022	769,269	819,678
By Jurisdiction									
Provincial	51	87	53	75,180	115,519	31,272	986,110	769,236	810,643
Federal	6	1	3	4,285	33	514	42,912	33	9,035
By Industry									
Goods Producing	27	46	22	40,439	24,943	20,389	773,408	194,955	467,932
Agriculture	2	1	-	43	10	-	7,285	690	-
Forestry	-	4	2	-	1,294	927	-	7,758	1,426
Fishing	1	1	-	120	3,000	-	1,680	3,000	-
Mines(b)	1	3	1	310	5,721	300	15,500	104,534	17,405
Manufacturing	12	34	19	4,408	13,788	19,162	40,590	77,997	449,101
Construction	11	3	-	35,558	1,130	-	708,353	976	-
Service Producing	30	42	34	39,026	90,609	11,397	255,614	574,314	351,746
Transport(c)	12	12	10	5,430	7,262	9,827	44,147	167,046	289,683
Trade	3	7	7	123	201	338	1,750	3,666	28,670
Finance(d)	1	1	-	10	10	-	210	1,000	-
Community Service	6	13	3	771	51,665	279	1,493	160,918	5,774
Business(e)	3	2	12	136	18	464	4,402	269	20,482
Public Administration	5	7	2	32,556	31,453	489	203,612	241,415	7,137

(a) Preliminary
(b) Includes quarries and oil wells
(c) Transportation, Communication and other utilities
(d) Finance, insurance and real estate
(e) Business and personal services

Table 16: B.C. Wage Settlements by Quarter, 1984

	Number of Settlements	Employees Covered	Average Annual Increases	
Settlement Average (a)			%	$/hr
First quarter	118	68,554	2.7	.32
Second quarter(b)	121	43,395	2.6	.40
Third quarter(b)	147	75,577	1.8	.28
Fourth quarter(b)	82	27,965	0.9	.15
Average, last four quarters	468	215,491	2.1	.30

(a) as represented by the arithmetic average of the modal skilled and modal un/semi skilled pay rates
(b) revised

Personnel Services Branch

The mandate of the Personnel Services Branch is to assist ministry management in selecting, allocating and maintaining a competent work force and to see that the necessary controls are in place for effective management of staff within government guidelines.

Personnel assists managers and provides advice on all matters relating to recruitment and selection, labour relations, accident prevention, benefit administration, classification and organization design, and employee counselling. The ministry received delegated authority to make appointments to the Public Service under the Public Service Act in October, 1984.

In discharging this mandate, the branch administers the recruitment, classification, training, organization, records and compensation of staff within the policies of government.

The Personnel Branch was significantly involved in the reorganization of both the Policy and Planning Branch and the Apprenticeship and Employment Training Branch. This resulted in significant numbers of classification reviews with outside hiring kept to a minimum.

The branch serves the general public seeking employment with the Ministry of Labour, the executive and management of various branches

of the ministry seeking assistance and advice in the hiring of staff, the central Government Personnel Services Division and the current employees of the ministry. The branch delivers its program through personal contact by staff with those seeking branch services. Client groups are located in those areas of the province where the Ministry of Labour maintains offices.

Communication Services Branch

The mandate of the Communication Services Branch is to disseminate information relating to the programs and services of the Ministry of Labour.

Information is normally provided to the news media in the form of news releases. However, if the announcement is of a greater magnitude, a news conference is called and the minister makes the announcement personally to media representatives.

Information relating to the various programs and services offered to the public are often more complex and require further explanation. This type of information is frequently contained in an advertisement and a brochure which address specific aspects of the program or service.

Communication Services Branch works in close cooperation with Government Information Services and the public affairs counsellors of that branch on advertising and printing matters and the publication of ministry information and literature. The branch works closely with the Queen's Printer, advertising agencies and various production houses and suppliers to develop and create the public information required to highlight and describe the various programs of the ministry.

During 1984/85, the primary focus of public information has been in the areas of job creation, human rights, employment standards, apprenticeship and women's programs. Several changes in the acts and regulations governing safety engineering services have taken place during the year. This has entailed considerable revision to the brochures and information distributed by the Electrical Safety, Gas Safety, Elevator Safety and Boiler and Pressure Vessel Safety branches.

ACTS ADMINISTERED BY THE MINISTRY OF LABOUR

Apprenticeship Act

British Columbia Railway Dispute Settlement Act

Electrical Safety Act

Elevating Devices Safety Act

Employment Standards Act

Essential Service Disputes Act

Fire Department Act

Gas Safety Act

Human Rights Act

Labour Code

Labour Regulation Act

Metro Transit Collective Bargaining Assistance Act

Ministry of Labour Act

Power Engineers and Boiler and Pressure Vessel Safety Act

Refugee Settlement Act

Wage (Public Construction) Act

Workers Compensation Act (Workers' Compensation Board)

Workplace Act (Workers' Compensation Board)